



UNITED STATES MARINE CORPS  
MARINE CORPS BASE  
CAMP LEJEUNE, NORTH CAROLINA 28542-5001

BO 11350.2C  
MAIN  
22 JUL 91

BASE ORDER 11350.2C

DISTRIBUTION MADE

BY

*SMC*

From: Commanding General  
To: Distribution List

*0700 30 Jul 91*

(TIME & DATE)

Subj: REFUSE DISPOSAL PROCEDURES

Ref: (a) BO P11101.32G  
(b) BO 4100.8A  
(c) BO P11014.1G  
(d) DOD Disposal Manual 4160.21 (NOTAL)

Encl: (1) Definitions

1. Purpose

a. To establish procedures and implement regulatory requirements for the separation, collection and proper disposal of refuse.

b. To establish policies and procedures for the disposal of excess/waste wood products and for obtaining unsalable wood products.

2. Cancellation. BO 11350.2B and BO 4570.1E.

3. Responsibilities

a. Area commanders, commanding officers and supervisors of facilities.

(1) Prevent the placing of hazardous wastes into any trash receptacle container or at the Base Sanitary Landfill.

(2) Maintain the cleanliness of all types of dumpsters.

(3) Police areas around collection stations.

(4) Ensure proper segregation and conservation of recyclable materials, which are readily identifiable. Questions concerning the proper disposition of such materials should be directed to the Environmental Management Department. Recyclable material will be segregated at the point of origin, e.g., heavy iron, light sheetmetal, aluminum, cast iron, batteries, etc., and these items will be free of trash and debris to expedite turn-in. Special containers have been located in designated locations throughout the Base by the Environmental Management Department. Specific guidance regarding the collection and disposition of recyclable material is contained in reference (b).

(5) In cases of fire or vandalism notify the Base Maintenance Operations Branch, telephone extension 3001.

(6) Ensure compliance with the procedures set forth in Paragraph 6 below relating to the proper disposal of wood products.

b. Supervisors and managers of food preparation activities (to include service clubs, cafeterias, snack bars and other similar operations):

(1) Ensure proper separation of trash, inedible and edible waste.

RETURN TO CENTRAL FILES,  
MCB WITHIN 48 HOURS

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(2) Ensure proper cleaning of all containers and GI cans (including Dempster Dumpsters) after they are emptied. Washing or scrubbing down of these containers will be accomplished only at locations which have proper drains for the disposal of water and food particles. Galvanized GI cans will not be painted.

(3) Ensure that wet refuse or waste is not placed in containers unless it is first put into waterproof bags which have been sealed at the top. Triple waterproof plastic bags for the consolidated mess system and other activities may be purchased from the Self-Service Center, Building 1606. The use of these waterproof bags will greatly reduce the amount of cleaning required.

c. Family Housing Director. Appraise family housing occupants of current procedures for the segregation and collection of refuse, leaves, recyclable materials, etc. Regulations pertaining to refuse collection for housing areas are currently contained in reference (a).

d. Public Works Officer. Ensure that contractor personnel comply with current procedures for refuse disposal at the Base Sanitary Landfill.

#### 4. Refuse Collection

a. Collection station locations for refuse are established by the Base Maintenance Officer. Additional locations will only be established when properly justified by written request from requesting activities.

b. Collection stations are to be used only for refuse generated aboard Marine Corps Base, Camp Lejeune or Marine Corps Air Station, New River.

c. Collection stations for edible waste, grease and bones, are established by a contract administered by the Defense Reutilization and Marketing Office (DRMO), Building 906, extension 5613.

d. Collection stations for recyclable waste are identified in reference (b).

e. Refuse collections are performed on a regularly scheduled basis. Justifiable irregular collections may be provided by calling extension 3001. Requirements for additional or temporary Dempster Dumpster support must be submitted on a Work Request in accordance with reference (c).

f. Collections at messhalls are provided daily. Irregular collections of edible waste, grease and bones may be scheduled by calling the Defense Reutilization and Marketing Office, extension 5613.

g. Due to the inaccessibility of many of the training areas and the resulting damage to container trucks, Dempster Dumpsters will no longer be provided at field site locations. Organizations will be required to bag and remove unit generated refuse and deliver the refuse materials to the Base Sanitary Landfill. Organizations deploying to the field for extended periods or deploying with field messes can request dumpster support in advance by submitting a work request in accordance with reference (c).

h. Disposing of refuse of any type on roads, road shoulders, in wooded areas, or any other place except at designated collection stations and the Base Sanitary Landfill is prohibited.

i. Family Housing occupants are to utilize refuse collection services provided by the Family Housing Division.

5. Use and Care of Dempster Dumpsters. Efficient and reliable refuse collections are dependent upon the support and cooperation of the Dempster Dumpster users. The following DO's and DON'Ts will greatly assist in providing better service:

a. DO crush or flatten all cardboard boxes before placing them in any container. Note: Organizations being issued furniture or equipment items that will generate

large quantities of cardboard packing material should request from Environmental Management Division that a temporary cardboard container be placed at their location.

- b. DO NOT over-fill containers.
- c. DO NOT place grass, leaves, pine straw, lumber, tires, metal, pallets, dirt, or other weighty materials in the containers. These materials will be removed by the using units. All other trash will be taken to the Base Sanitary Landfill.
- d. DO NOT place any type of explosives or ammunition in the containers.
- e. DO NOT place fire, matches, or hot ashes in these containers.
- f. DO NOT park in front of the containers.
- g. DO NOT run water into containers in an attempt to pack down the trash.
- h. DO NOT break glass bottles, jars, etc., when placing them in containers.
- i. DO NOT wash inside of containers with excessive amounts of water; this creates rusting and corrosion problems.
- j. DO NOT leave top or side doors open.
- k. DO report anticipated heavy refuse-producing situations (such as the deployment of a unit) as far in advance as possible to the Base Maintenance Operations Section, extension 3001.
- l. DO containerize loose paper/cards prior to being placed in dumpsters to prevent scattering.
- m. DO police around Dempster Dumpsters.

6. Excess/Waste Wood Products. Reference (d) requires that excess lumber, boxes, or wood products, to include pallets, not required for the foreseeable needs of the generating activity or unit, or in such condition as to be acceptable for further use, be disposed of by retail or other sales methods. When because of insufficient size, shape or condition, residual lumber is determined to be unsuitable for salvage or sale, it will be released on a first-come, first-served basis to military personnel, government employees, and civilians. These items will not be placed in refuse containers, but will be handled as indicated below.

a. Disposal procedures

(1) Deliver all resalable or reusable pallets to the Recycling Center, Building 913 during the hours of 0800-1145 and 1230-1530 daily for inspection. Pallets with remaining usefulness will be retained and the remainder will be delivered to the Base Sanitary Landfill.

(2) Deliver boxes to the Preservation, Packaging and Packing (PP&P) Section, 2d Supply Battalion, 2d FSSG, Building 915 for inspection and reutilization.

(3) Deliver lumber, six feet in length or longer without nails, staples, etc., and those items determined by PP&P and EMD not to be suitable for reutilization to the Base Sanitary Landfill where the wood material will be segregated from other solid waste. A waste/unsalvageable wood product permit will be issued by PP&P and EMD, and will accompany each load of waste/unsalvageable wood to the Base Sanitary Landfill.

b. Pick-up of unsalable scrap lumber, boxes or pallets by organizations or individuals will be permitted subject to the following procedures:

(1) Unsalable waste wood products may be picked up from 0800-1600 Monday through Friday except on federally recognized holidays.

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(2) The loading and hauling of this material is the responsibility of the organization or individual.

(3) Posted rules and regulations will be observed to ensure non-interruption of normal landfill operations.

c. Permits to obtain unsalable and abandoned waste wood products are required. Permits may be obtained from the Sanitary Landfill attendant.

7. Base Sanitary Landfill

a. The Base Sanitary Landfill will accept only refuse generated within the confines of Marine Corps Base, Camp Lejeune or Marine Corps Air Station, New River. The dumping of refuse originating from any other location is prohibited.

b. Hours of operation for the Base Sanitary Landfill are 0800-1600, Monday through Friday. In cases of emergency on weekends, access for disposals generated on Camp Lejeune, can be requested by calling extension 3001 in Building 1202.

c. Dumping Procedures

(1) Personnel delivering refuse to the Base Sanitary Landfill will contact the landfill operator prior to unloading refuse.

(2) Contractors performing work aboard Marine Corps facilities must have a Construction Pass and a copy of the face of the contract denoting the contract number and place where the refuse is being removed.

(3) Mixed loads of construction debris will not be accepted. Organizations or contractors with questions regarding what constitutes mixed loads should contact Base Maintenance at extension 5158 prior to attempting delivery at the Base Sanitary Landfill.

(4) Asbestos will be bagged and disposed of in accordance with current federal and state regulations. Acceptance of asbestos material will require a minimum of five days advance notice. Asbestos deliveries will also be limited to the hours of 0900 to 1400 during normal workdays.

(5) Grass, leaves, pine straw and other lawn trimmings will be dumped in specially designated areas of the Base Sanitary Landfill. These items must be loose or packed in biodegradable bags. Grass, leaves, etc. delivered in plastic bags will be split and emptied and the empty bags deposited as directed by the Base Sanitary Landfill operator.

(6) Scavenging within the Base Sanitary Landfill is prohibited.

8. Concurrence. This Order has been coordinated and concurred in by the Commanding Generals, II Marine Expeditionary Force, FMF; 2d Marine Division, FMF; 2d Marine Expeditionary Brigade, FMF; 2d Force Service Support Group, FMF; and the Commanding Officers, 2d Surveillance, Reconnaissance and Intelligence Group; and Marine Corps Air Station, New River.



C. W. VAN HORNE  
Acting Chief of Staff

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DEFINITIONS

Collection Station - Any location aboard Camp Lejeune where refuse is collected in appropriate containers for routine disposal.

Dempster Dumpster - A waste storage container which is removed, emptied and returned by dumpster trucks.

Dumpmaster Container - Container varying in size from three to eight cubic yards capacity and is emptied at its location in dumpmaster trucks. (Container is not removed from the area located except for necessary repair and/or replacement.)

Hazardous Wastes - Materials which have been prohibited by the Environmental Protection Agency, the State of North Carolina, DOD, Navy or Marine Corps from being placed into the type of Sanitary Landfill operated at Camp Lejeune, because of potential danger or harm to public health or environment.

Recyclable Materials - Wastes such as aluminum, scrap metal, waste oil, cardboard and newspapers (defined in reference (b)); and other materials for which a system for recovery has been established throughout the Base.

Sanitary Landfill - Refers to the Base Sanitary Landfill which is located two miles south of Holcomb Boulevard on Sneads Ferry Road. The Landfill can only accept refuse generated aboard Camp Lejeune, North Carolina.

Trash Receptacles - Containers such as GI cans and 55 gallon trash drums with or without special lids. All trash receptacles are to be emptied into Dempster Dumpsters or dumpmaster containers by the using units.

ENCLOSURE (1)